



JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING



THOMAS D. WATKINS, JR.
SUPERINTENDENT OF
PUBLIC INSTRUCTION

**FISCAL YEAR 2005
CHILD AND ADULT CARE FOOD PROGRAM
OPERATIONAL MEMO #23**

TO: Child and Adult Care Food Program Institutions

FROM: Mary Ann Chartrand, Director
Grants Coordination and School Support

DATE: June 7, 2005

SUBJECT: Mealtime Memo for Child Care

Attached are copies of three issues of the *Mealtime Memo for Child Care*; "Wash your Hands," "Working Safe in the Child Care Setting," and "Nutrition Facts for Parents". Click on the links below to open the documents.

Developed by the National Food Service Management Institute, these publications reinforce the importance of the Food Guide Pyramid and emphasize that physical activity helps children develop a healthier lifestyle.

If you have any questions regarding this publication you may contact the Child and Adult Care Food Program staff at (517) 373-7391.

Please keep this memo on file or in a notebook for quick and easy reference.

Attachments (3)

Wash Your Hands
Working Safe in the Child Care Setting
Nutrition Facts for Parents

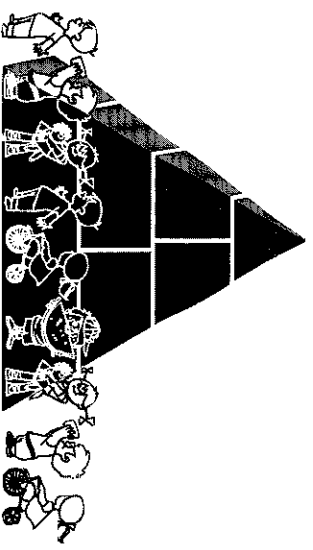
STATE BOARD OF EDUCATION

KATHLEEN N. STRAUS – PRESIDENT • HERBERT S. MOYER – VICE PRESIDENT
CAROLYN L. CURTIN – SECRETARY • JOHN C. AUSTIN – TREASURER
MARIANNE YARED MCGUIRE – NASBE DELEGATE • ELIZABETH W. BAUER
REGINALD M. TURNER • EILEEN LAPPIN WEISER

608 WEST ALLEGAN STREET • P.O. BOX 30008 • LANSING, MICHIGAN 48909
www.michigan.gov/mde • (517) 373-3324

Mealtime Memo

FOR CHILD CARE

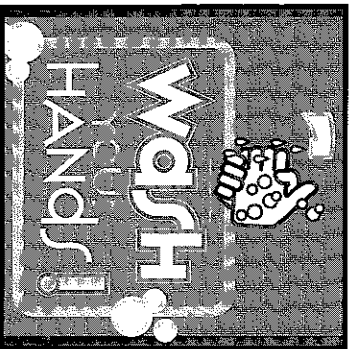


2005

Wash Your Hands

Handwashing helps to reduce the spread of germs.

Imagine the role that proper handwashing by children and staff can play to help ensure that no child is left behind in the learning process. Proper handwashing is essential when preparing and serving food to young children.



Diarrhea, colds, and other illnesses are often reported in child care centers. Some of these illnesses can be prevented by teaching children the correct way to handle foods.

Children should be

encouraged to wash their hands before eating snacks or meals.

When to Wash Your Hands

Proper handwashing helps to reduce the spread of germs. Children and staff should wash hands:

- Upon arrival at the facility
- Immediately before and after eating
- After using the restroom
- After playing on the playground
- After handling pets, pet cages, or other pet objects
- After blowing nose
- Whenever hands are visibly dirty
- Before and after changing diapers
- Before going home

-
- Children learn by example; let them see you •
- practicing good handwashing techniques. •
-

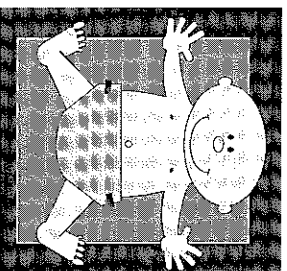
Diaper Changing Tips

Proper handwashing techniques are essential in and around diaper changing facilities. Remember these

important practices when

changing diapers:

- Always wash your hands before and after changing or checking a diaper.
- Assign a specific area for changing diapers.
- Change diapers away from where food is prepared or served.
- Put soiled diapers in assigned trash can.



Wash Your Hands Posters

You can access 9 different handwashing posters on the National Food Service Management Institute Website. The posters are available in both English and Spanish and are great visual reminders of the importance of clean hands. The following posters may be retrieved at

www.nfsmi.org/Information/handsindex.html

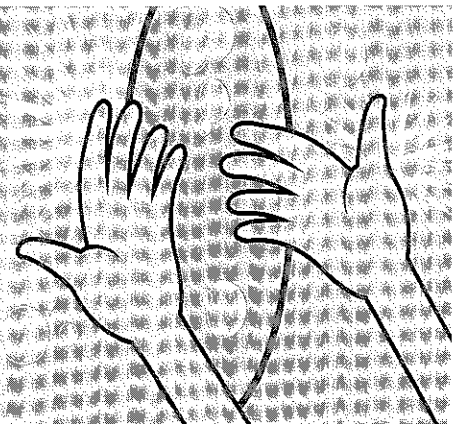
- Always Wash Your Hands
- Hands vs. Germs
- How to Wash Your Hands
- International Symbol
- #1 Defense...
- Use a Paper Towel
- Remember to Wash Your Hands
- Squeak E. Clean
- Wash Your Hands



Mealtime Memo FOR CHILD CARE

How to Wash Your Hands

- 1) Wash hands with liquid soap under warm running water for at least 20 seconds.
- 2) Wash hands thoroughly, paying special attention to germs that may be trapped under nails and in crevices.
- 3) Rinse well to remove all traces of soap.
- 4) Dry hands with paper towels.
- 5) Use a paper towel to turn off faucet after handwashing.
- 6) Allow hands to dry thoroughly after washing (before contact with anything).



- It is important to identify the challenges in your facility that may hinder good handwashing practices. Find out if:
- Handwashing sinks are available.
 - Soap and paper towels are available.
 - The water temperature for handwashing is appropriate.
 - Young children can reach the sinks, the soap, and the paper towels.
 - Adequate time is available for children to wash their hands.
 - People know the proper way to wash hands.
 - The reasons for proper handwashing have been communicated.

Create a Wash Your Hands Armband

- Photocopy your choice of handwashing clip art provided on page 20 in the Appendix of the *Wash Your Hands* booklet onto cardstock or heavy paper. Clip art can be found on the NFSMI website:
<http://www.nfsmi.org/Information/handwashing/booklet070804.pdf>
- Cut strips of paper about 2 inches wide into lengths long enough to make a circle to go around your arm or around the arms of students, staff, and other adult volunteers.
- Glue or tape the strip of paper into a circle that fits the arm.
- Attach the handwashing clip art graphic to the front of the circle.
- Provide enough armbands for children and staff. Encourage staff to wear the armbands. Enjoy!

Additional Resources

Child Care Food Safety Mini-Posters
http://www.nfsmi.org/Information/postindx_cc.htm

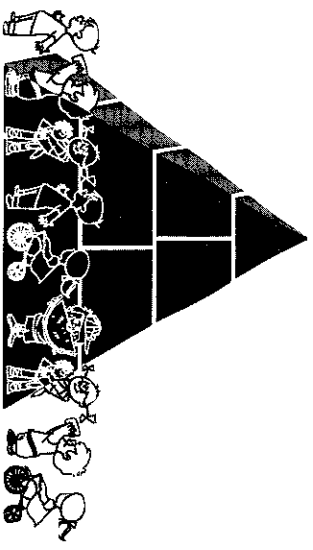
Handwashing Resources for Child Care Givers
<http://www.familymanagement.com/childcare/practices/handwashing.practices.html>

Teaching Children about Food Safety
<http://www.extension.iastate.edu/Publications/PM1464.pdf>

Web sites were current as of March 8, 2005.

Mealtime Memo

FOR CHILD CARE



2005

Working Safe in the Child Care Setting

Introduction

Working on a daily basis in a child care center or home can be fast-paced and demanding. When we are in a hurry, it is easy to overlook good safety practices. To prevent work-related accidents put safety first. Working safely not only protects you and those you work with – it also protects the children you serve. Remember, no matter what your specific job is, accident prevention is everybody's business.

The SAFE Way to Prevent Accidents

“Safe” traditionally means, free from harm. The word “safe” can also be used as an acronym to help us remember ways to prevent accidents.

S

Select work areas that pose a high risk for accidents. Although accidents may occur anywhere, think of where some of these higher risk areas might be at your facility. For example, the dishwashing area of the kitchen may be a high-risk area for falls due to water splashing onto the floor causing it to be slippery.

A

Assess potential causes of accidents such as unsafe equipment or working conditions. For example, prevent electrical fires by assessing equipment to see if it is in good working order. Equipment that sparks, smokes or has a frayed cord should not be used.

F

Find ways to modify working conditions to prevent accidents. The resource *Working SAFE: Accident Prevention in Child Nutrition Programs*, which is referenced at the end of this newsletter, contains a series of checklists to assist in identifying changes that may be needed to prevent accidents.

E

Expect safety with a safety mindset. When we expect safety, it is reflected in our work habits and we create a safer work environment for our coworkers and ourselves.

Preventing Falls

To help prevent falls:

- Keep clutter and electrical cords out of walkways
- Make sure work areas and stairways are well lighted
- Use sturdy ladders or step stools (not boxes or crates) for climbing
- Clean up spills immediately and use a “Wet Floor” sign after mopping
- Walk, don’t run
- Wear appropriate skid-resistant shoes
- Use rubber mats in doorways or other areas where water might be on floors

Safe Lifting

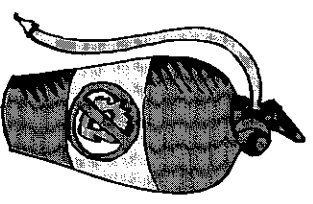
The best way to prevent injury from lifting is to lift the correct way:

- Assess the weight to see if it can be safely lifted alone; when in doubt, use carts, dollies, or ask for help
- Stand close to object being lifted with feet apart
- Squat by bending the knees
- Grip with hands and keep object being lifted close to the body
- Keep the back straight and lift with the legs
- To turn, move your feet and keep your back straight
- Squat and set load down

Preventing Fires and Burns

Fires can occur quickly and spread rapidly. To help prevent fires:

- Keep pot handles on the stove turned inward but not over the burner
- Do not use equipment that smokes, sparks, or has a frayed cord or a missing ground pin
- Do not use extension cords
- Keep walls and other surfaces



2005-2

Mealtime Memo FOR CHILD CARE

- clean and free of grease and dust build-up – especially in the kitchen
- Keep paper and trash away from heat sources and chemicals
- If you are permitted to smoke, do so only in designated areas and properly dispose of matches, cigarette ashes, and butts
- Know the locations of and how to use the fire extinguishers (Your local fire department can help)
- Know the evacuation plan for your facility



- Keep chemicals in original containers that are clearly labeled
 - Know how to locate the MSDS for chemicals
- In Summary**
Promoting a safe work environment is important to you and to the children you serve. Staying safe requires you and every one of your coworkers to work together as a team.
- Report unsafe working conditions or hazards to your supervisor
 - Have emergency phone numbers readily available
 - Be a role model for working safely and helping to prevent accidents before they occur

Additional Resources for Work Safety:

American Red Cross <http://www.redcross.org/>

National Food Service Management Institute. (2002). *Using equipment safely and efficiently*. University, MS: Author.

National Restaurant Association Education Foundation <http://www.nraef.org/>

U.S. Department of Labor Occupational Safety & Health Administration <http://www.osha.gov/>

Chemical Safety

Material Safety Data Sheets (MSDS) are the best source of information for specific chemicals. In the event of a chemical accident, the MSDS can be invaluable to the physician or other emergency health care provider in knowing how to treat the victim. To prevent chemical accidents:

- Store and use chemicals away from food
- Keep chemicals locked or out of reach of children
- Read labels and follow directions for mixing chemicals and use protective equipment such as goggles and gloves

.....
• And ... be knowledgeable about the specific instructions in the
• policy and procedure manual for your facility should a fire or
• work-related injuries occur.
.....

Source

National Food Service Management Institute. (1999). *Working SAFE: Accident prevention in child nutrition programs*. University, MS: Author.

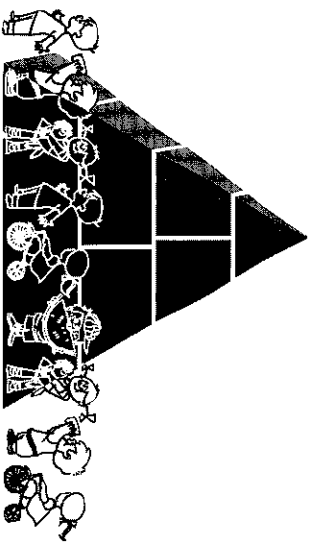
This resource also contains additional information and checklists you can use to prevent work-related injuries.

This project has been funded at least in part with Federal funds from the U.S. Department of Agriculture, Food and Nutrition Service through a grant agreement with The University of Mississippi. The contents of this publication do not necessarily reflect the views or policies of the U.S. Department of Agriculture, nor does mention of trade names, commercial products, or organizations imply endorsement by the U.S. Government. The University of Mississippi is an EEO/AA/Title VI/Title IX/Section 504/ADA/ADEA Employer.

For more information, contact NFSMI at 800-321-3054 or www.nfsmi.org/information/Newsletters/Mealtime_memo_index.html

Mealtime Memo

FOR CHILD CARE

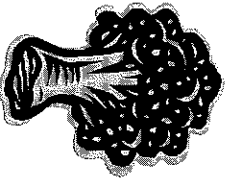


2005

Nutrition Facts for Parents

Different food groups provide different nutrients. That's why all food groups are important for good nutrition. Let's look at each group!

Vegetables supply us with vitamins A and C, folate, potassium, magnesium, and fiber. Dark green and dark yellow vegetables are excellent



sources of vitamin A, promote good vision, and help preserve healthy skin. Vegetables should be eaten every day because they are naturally low in fat, aid in reducing the overall fat in the diet, and provide necessary fiber. Some vegetables, which should

be your first choice because they are highest in nutrient density, are: broccoli, cabbage, carrots, green beans and peas, leafy greens, and summer and winter squash. Nutrient density is a measure of nutrients provided per calorie of food.

Fruits provide significant amounts of vitamins A and C, potassium, and fiber. Vitamin C helps the body absorb the mineral iron. It is water-soluble, not stored in the body, and is threatened by heat and air. Use good preparation, cooking, and storage

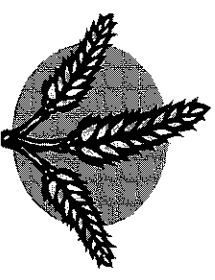
techniques to minimize the loss. Fruits are naturally low in fat and sodium and should be enjoyed every day. Citrus fruits such as grapefruit, oranges, and



tangerines can supply over half the vitamin C in our diets. Other fruits that are nutrient dense are apricots, cantaloupe, peaches, bananas, and pears. If juice is a favorite beverage choice for the family, make sure it is 100% fruit juice. Fruit drinks and punches contain very little juice and add a great deal of sugar.

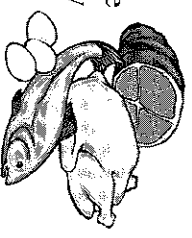
Bread, cereal, rice, and pasta contribute complex carbohydrates for energy; fiber for regularity; riboflavin, thiamin, niacin, iron, and magnesium for many important body functions; and protein for growth and repair of cells. Some foods in this group that are primary sources of

nutrients are whole grains such as wheat, oats, barley, and rye. When shopping for whole wheat bread at the grocery store, the label or wrapper must include the word "whole." This



tells the consumer that the flour contains bran or germ of the wheat grain. If the label states "wheat bread" and is brown in color, it typically does not contain the bran or germ but has caramel coloring added to the dough giving the appearance of a whole grain bread product. Remember to check for the term "enriched" on the label as well. Fiber is very important in the diet and found only in plant foods. Try substituting brown rice for white rice when preparing a family favorite*; when baking, instead of using 1 cup of white flour, use 1/2 white and 1/2 whole-wheat flour.

Meat, poultry, fish, dry beans, eggs and nuts furnish protein, phosphorus, vitamins B₆ and B₁₂, zinc, magnesium, iron, niacin, and thiamin. Protein is needed to build muscle, skin, hair, and blood; the B vitamins help the body better use protein to enhance the blood and muscle building action. The mineral iron is needed to be certain that we have an adequate supply of blood. Many people in the United States consume more food from this group than they require. Although these foods supply essential nutrients, they can



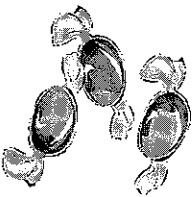
Mealtime Memo FOR CHILD CARE

be very high in fat. To maintain a diet low in fat, choose fish, lean meat, (beef, lamb, pork, veal), poultry without skin, legumes, and egg whites. Foods such as hot dogs, luncheon meats, fried fish or poultry, bacon, and sausage are lower in nutrient density and should be chosen on a limited basis.

Milk, yogurt, and cheese are the best sources of calcium. They also provide protein, vitamins A and D when fortified, vitamin B₁₂, riboflavin and minerals. To build and maintain bones and teeth the body utilizes calcium. The choices of milk products consumed should include nonfat and 1% low-fat milk, and low-fat yogurt. Whole-milk products such as cheese, custard, milk shakes, pudding, and ice cream also supply calcium but contain more saturated fat and calories than their low-fat counterparts. Choosing the higher fat milk products should be done sparingly since they will add significant fat to the diet.



Fats, oils, and sweets contribute sugar, fat, and calories. Their consumption should be limited because they provide few nutrients. In general, foods that come from animal sources are higher in fat than foods from plant sources.



Fruits, vegetables, and grain products are naturally low in fat but how they are prepared can quickly change them to a high fat version. For example, a baked potato served with a salsa topping is a better choice than a serving of French fries. Familiar foods such as candy, fruit rolls, soft drinks, fruit drinks, jelly, syrup, desserts, and honey contribute calories and should be consumed in small amounts.

Remember to. ...

- Select a variety of foods from the vegetable, fruit, milk, grain, and meat groups.
- Choose from the fats, oils, and sweets group sparingly.
- Strive for balance, calorie control, and moderation as the ultimate goals of a healthful diet.

***Vegetarian Beans With Rice (Central American)**

Beans

2 cups pinto beans, dried
1 1/2 medium chopped onion
2 bay leaves
8 cups cold water
salt (optional)

Rice

1 small chopped onion
2 medium tomatoes, skin and seeds removed
2 cloves garlic (1/2 tsp. dried)
1 tsp. vegetable oil
4 cups water or low sodium, lowfat chicken broth
1 cup frozen peas
1 tbsp. fresh cilantro
2 cups long-grain rice
(substitute brown rice for all or half of this amount)

To make the beans:

1. Rinse the dried beans with water. Soak the beans in water overnight. Put the beans into a large pot with onion, bay leaves, and 8 cups of water. Bring water to a simmer and cook the beans until they are tender, 1 1/2 to 3 hours. Add water as needed as the beans cook. Season to taste with salt (optional). Remove from heat and throw out the bay leaves. Drain extra water and set aside.

To make the rice:

1. Chop the onions, tomatoes, and garlic.
2. In a saucepan, warm the oil over medium heat. Add the rice and stir until a light golden color. Stir in onions, tomatoes, and garlic and cook until all of the water has been absorbed. Stir in the water or chicken broth. Bring the rice to a simmer, reduce the heat to very low, and cover the pan. Cook until the rice is tender and the water or chicken broth is absorbed, about 20 minutes. Stir in the frozen peas. Sprinkle cilantro over the top of the rice and serve. Serves 8.

Serving Tip: Serve with chicken or as a meal with vegetables on the side.

Source: Adapted from, *Celebre la cocina hispana: Healthy Hispanic recipes*. (1995) [Bethesda, MD]: National Cancer Institute.

Sources

Tickle your appetite: Team Nutrition education kit for child care. (1998). Washington, DC: U.S. Department of Agriculture, Food and Nutrition Service. FNS-307.

Sizer, F.S., & Whitney, E.N. (1997). *Nutrition concepts and controversies* (7th edition). Belmont, CA: Wadsworth Publishing Company.

This project has been funded at least in part with Federal funds from the U.S. Department of Agriculture, Food and Nutrition Service through a grant agreement with The University of Mississippi. The contents of this publication do not necessarily reflect the views or policies of the U.S. Department of Agriculture, nor does mention of trade names, commercial products, or organizations imply endorsement by the U.S. Government. The University of Mississippi is an EEO/AA/TITLE IX/Section 504/ADA/ADDEA Employer.

For more information, contact NFSMI at 800-321-3054 or www.nfsmi.org/Information/Newsletters/Mealtime_memo_index.html